

SELECTING VISITING FACILITATORS FOR NEW AVP GROUPS

PROCESS

1. Types of selection processes
 - Can have a formal or semi formal process
 - Can meet state Equal Employment and Opportunities standards (EEO)
 - Can have a casual process
 - Can have an open process
2. Types of selection criteria
 - Can have a formal or semi formal list
 - Can publish the list
 - Can have performance criteria
 - Can have informal ideas not listed
- 3 Examples of informal criteria
 - People who best fit the selection criteria (either formal or informal)
 - People you know
 - People you feel comfortable facilitating with
 - People you think will work well in your area
 - People from one AVP group
 - People from one country
 - People from a range of groups or countries
 - People who apply either formally, with an eoi or informally
 - People who can provide funding sources
 - People who can fund themselves
 - People who have facilitated in the group previously
 - Based on a rating system
 - People you think will work well together
- 4 Types of selectors
 - One person
 - Group
 - Selection panel
 - Can deputise selection to an individual or group
- 5 Ways to create lists of candidates to select from
 - Can have an expression of interest process
 - Can have written eois, bios and/or interviews
 - Can consult with reference group
 - Can have referees
- 6 Type of list of successful candidates
 - Can have a short list
 - Can have an eligibility list
 - Lists can be prioritised
 - Can be open to other facilitators joining the list

SAMPLE FORMAL PROCESS

1. Needs to be a fair process that works within the Australian EEO standard guidelines
2. Stakeholders agree to process
3. Reference group appointed
4. Reference group agree to criteria
5. EOI application form?
6. Expression of interest invitation with criteria sent out through agreed communication channels
7. Person as contact for enquiries & applications
8. Applications acknowledged
9. Applications assessed
10. Phone interviews/discussions
11. Consultation with referees
12. Eligibility list (prioritised)
13. Notification of applicants
14. Confidentiality

CRITERIA

Need to be able to demonstrate:

1. Demonstrate an ability to facilitate at the Facilitators Learning Competency Levels 9 or 10
 - Qualified and experienced to facilitate required levels of AVP workshop
 - Qualified and experienced with T4F workshops and mentoring and training new facilitators
2. Demonstrate an ability to be able to organise the required workshop resources for the group
 - Assist in the provision of the required workshop resources
 - Assist in the provision of the required handouts, posters etc.
 - Provide the required documentation for the report
 - Desirable to be able to identify, develop and record the different learning activities and practices that are suitable for the particular group of participants
3. Demonstrate an ability to be able to work collaboratively in any AVP community
 - Experienced in being able to work collaboratively and supportively (and hold the space) with any suitable team of facilitators
 - Experienced in being able to be flexible to work with facilitators from other groups and different styles of AVP facilitation
- 4 Demonstrate an ability to able to adapt to the variety of participant groups, including different cultures, faiths and practices
 - Willing and able to comply with the behaviour standards of the host community and country, eg. complying with the state laws, alcohol restrictions and dress codes
 - Willing and able to comply with the behaviour standards required of both the host and the home AVP groups eg. no drugs or alcohol while involved with an AVP program, complying with the rules of a prison or Department of Corrective Services
 - Desirable to have experience in being able to work with bilingual workshop situations as required
 - Desirable to be able to speak the local languages of the participants and other facilitators.
- 5 Demonstrate an ability to provide leadership within the organisation of AVP workshops
 - Experienced with the organisation of an AVP group to be able to provide mentoring of the organisation of the new group
 - Willing and able to assist in the planning of the mentoring and assistance needed by the workshop graduates and the ongoing development of the new facilitators.

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